

Prepared for



The National Park Service

NCPTT

National Center for
Preservation Technology and Training

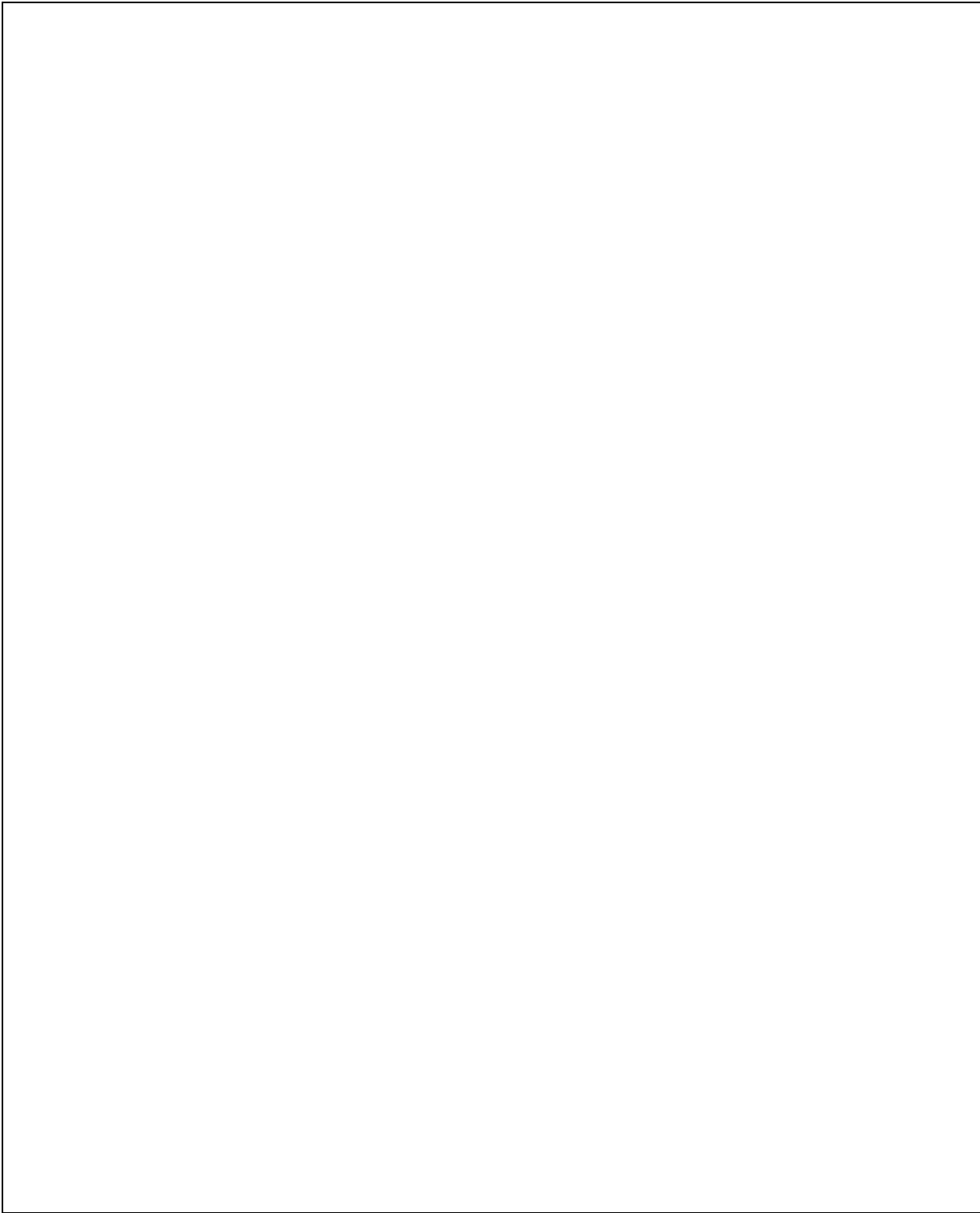
Preservation
Economic
Impact
Model
Users' Guide



National Park Service



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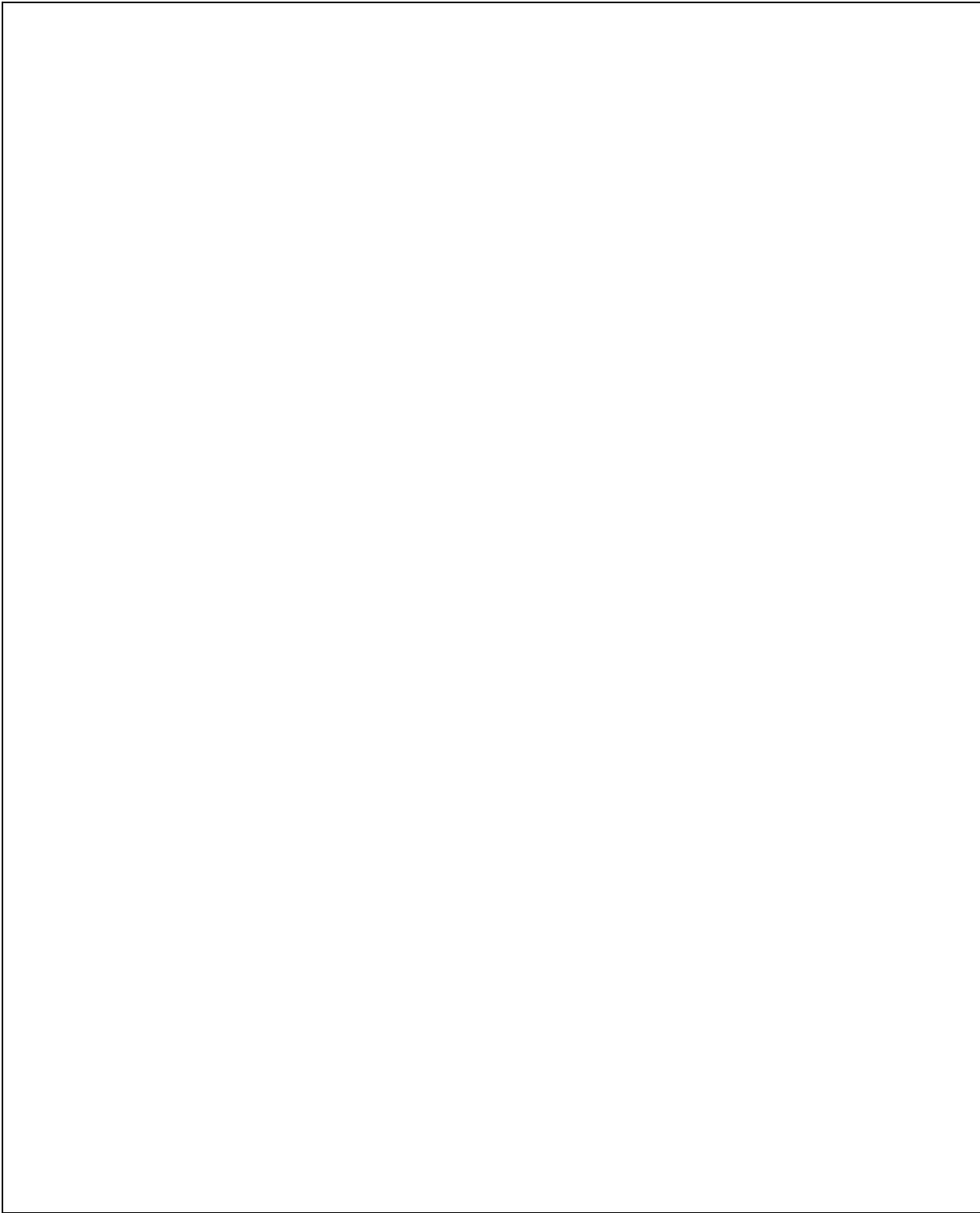
Preservation Economic Impact Model Users' Guide

Prepared for

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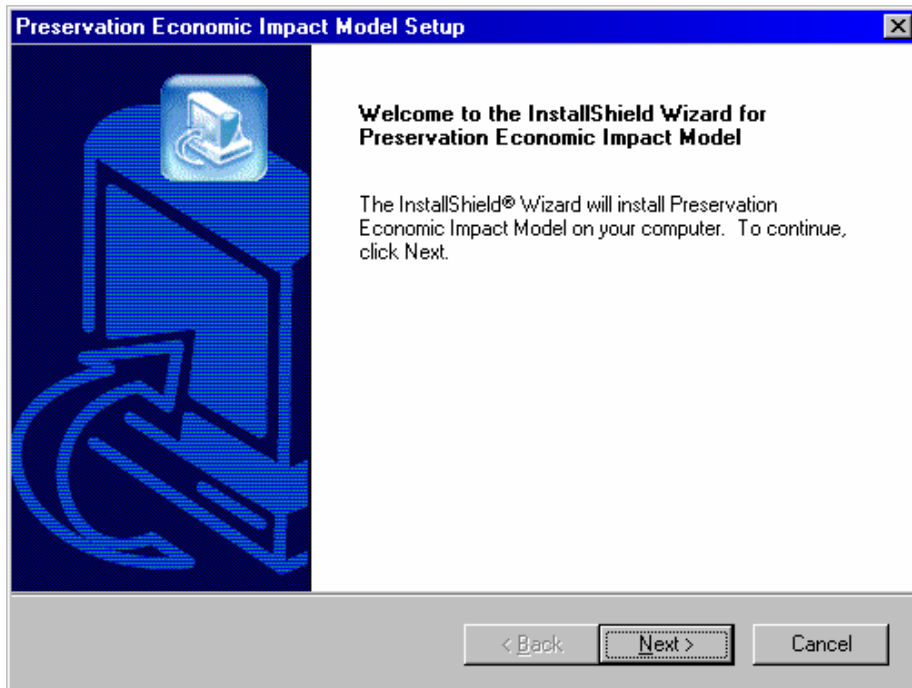
1.0. Installing the Preservation Economic Impacts Model (PEIM)

!!! **ALERT:** Before installing the PEI Model, close all running applications. Also remove any virus detection software for the duration of the install procedure.

To install the PEI Model, insert the PEI Model CD into your CD-ROM Drive. The setup program should launch automatically.

! **Note:** If the setup program does not start automatically, click on  **Start** and move the cursor over **Run**. In the dialog that appears, type **d:\setup** (where "**d:**" is the CD-ROM Drive in which the PEI Model CD is located), and click **OK**.

The following dialog will appear.



Click **N**ext.

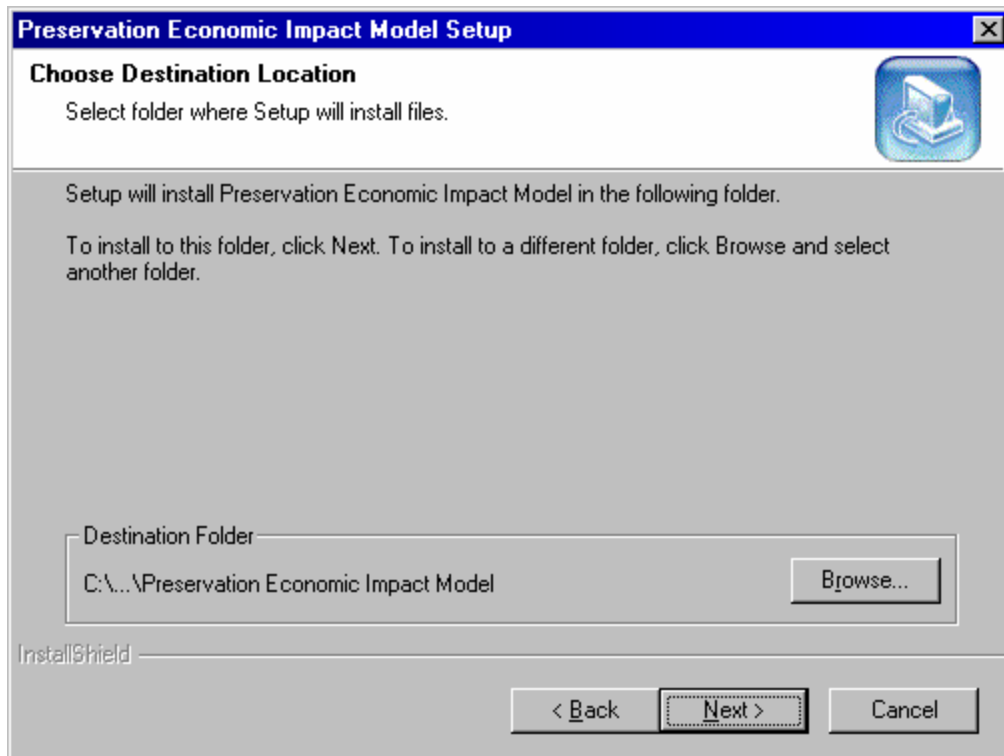
The license agreement will be displayed.

To accept the license agreement click **Y**es.

To reject the license agreement and cancel the installation click **N**o.

Installing the PEI Model (Continued)

After you agree to the terms of the license agreement, the following dialog appears.



To change the destination folder for PEI Model, click **Browse**.

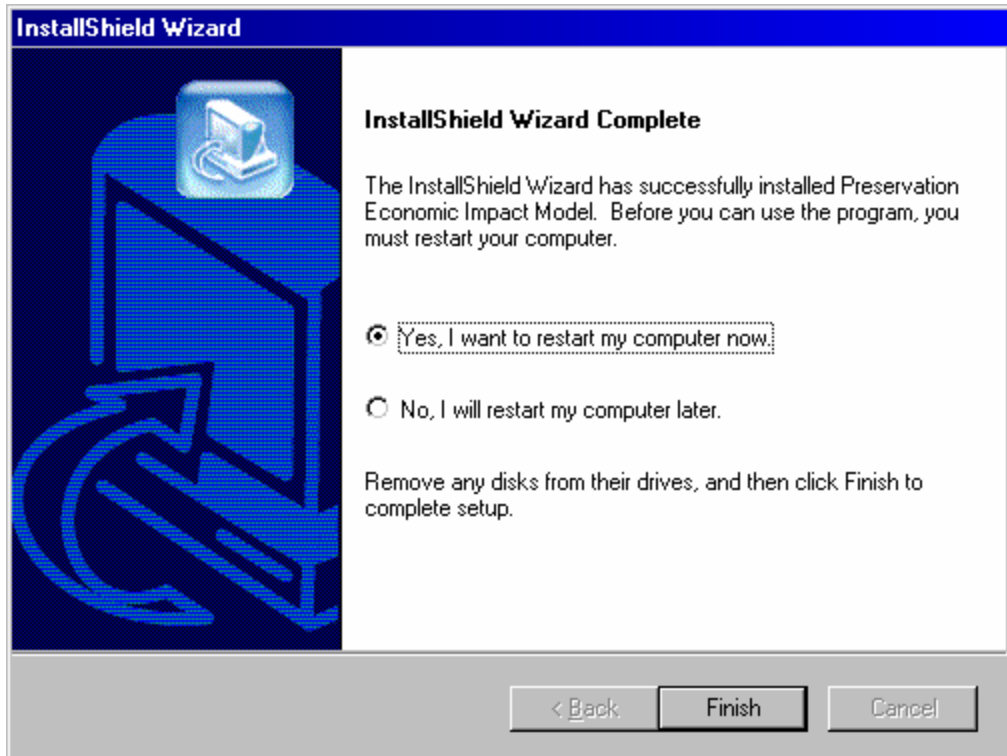
! **Note:** Only advanced users should install in a different destination folder.

Click **Next** to start installation process. It may take up to 5 minutes to reach the next screen, since it is transferring and unpacking files from the CD and is entering the program into the Windows registry.

!!! **ALERT:** As noted above, installation may take several minutes, depending on the specifications of the computer upon which the software is being installed. Please be patient! **DO NOT REBOOT OR SHUTDOWN YOUR COMPUTER DURING THE INSTALLATION PROCEDURE!!!**

1.0 Installing PEIM (Continued)

After the installation is complete, the following dialog will be displayed.



Click **Finish** and wait until the computer restarts. It may take up to 5 minutes to restart, since it is deleting many temporary files created during the installation procedure.


!!!

ALERT: As mentioned above, the process of rebooting may take quite some time, and the screen may even look inactive, i.e., the cursor will not appear as an hourglass, its usual appearance when the computer is busy. Please be patient! **DO NOT REBOOT OR SHUTDOWN YOUR COMPUTER MANUALLY DURING THIS STAGE OF THE PROCESS!!!**

!

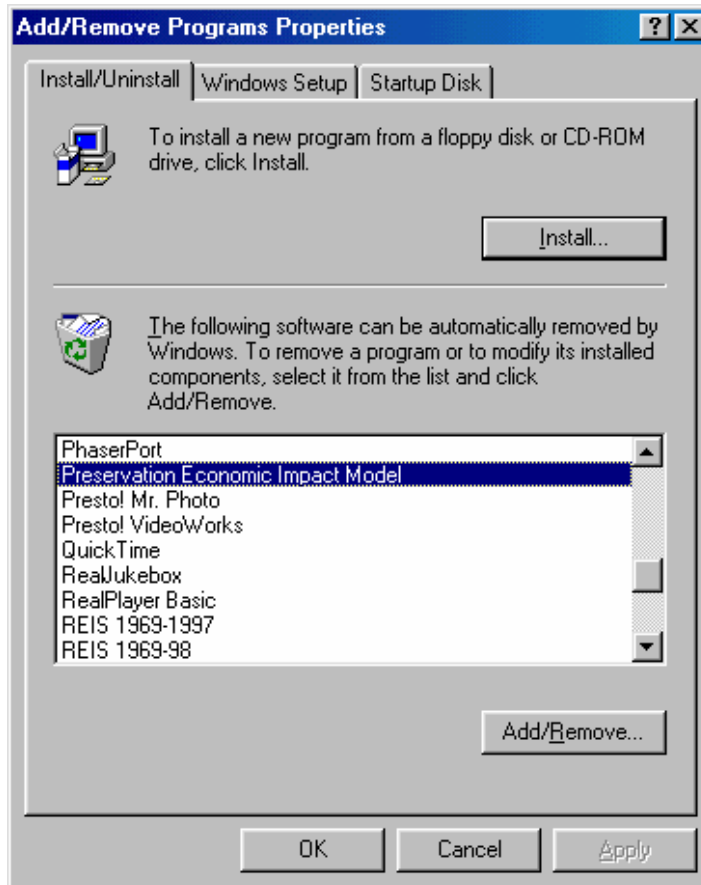
Note: Should you experience any problems, please contact your system administrator.

1.1 *Uninstalling PEIM*

In order to uninstall PEI M click on  then **Settings/Control Panel**, double click on **Add/Remove Programs**.



The following dialog will appear.



From the list of applications, select “Preservation Economic Impact Model.” Click on the **Add/Remove** button. When asked to confirm the deletion of the application, click **Yes**.


! ***Note:*** Should you experience any problems, please contact your system administrator.

2.0

Running PEIM



In order to run PEIM, double click on the short-cut icon for PEIM on your Windows Desktop.

Alternatively, click on  then move your cursor up to **Programs** then over to the **Preservation Economic Impact Model** folder and again over to **Preservation Economic Impact Model** (which should have the *PEI* arrowhead icon next to it as depicted above).

A dialog will appear prompting for the desired name of the analysis. You have the option either to **open** one of the previous runs or to create a **new** one. If you choose to create a new run, you can define whether you want to perform a **Single Region** (state) run or a **Hierarchical** (a state and the rest of the nation) run. (NOTE: You will be able to change this setting later.)

A dialog box titled "PEIM Select Analysis" with a blue header. It contains two radio buttons under the heading "Type of Analysis": "Single Region" (selected) and "Hierarchical". Below this is a text field labeled "Analysis Name" with a dropdown arrow. At the bottom are two buttons: "New" and "Open".

If you choose to create a new run by clicking on the **New** button, in the next window you will be prompted to select the region (state) for which you want to obtain economic impacts.


A dialog box titled "Select a Region" with a blue header and a red 'X' icon in the top right corner. It contains the text "Please, select a region to work with:" above a text field with a dropdown arrow. At the bottom are two buttons: "OK" and "Cancel".

Please, select one of the regions out of the list and click on **OK**. In case if you want to go back and change your selection in the previous screen you may press **Cancel**. After completing the above steps, the Main Form will be displayed. At this point, the PEI Model is running, and you may begin using it.

2.1

Exiting PEIM



In order to exit PEIM, close all of the dialog boxes, and click on the Exit icon, . On the left-hand side of the Main Form (see next page). Alternatively, click on **A**ction and then **E**xit in the menu.

When prompted to save the model, click on the appropriate button.

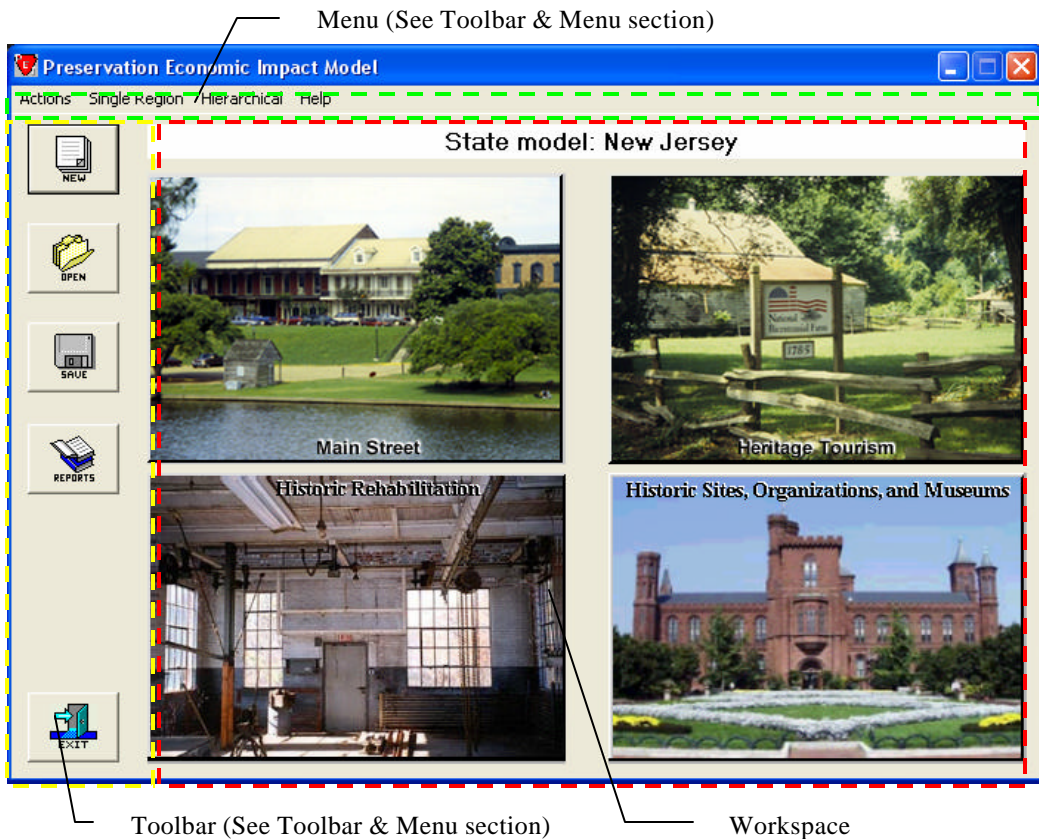
Click **Y**es to save the model and exit PEIM.

Click **N**o to exit PEIM without saving the model.

Click **C**ancel to keep PEIM running.

3.0

Main Screen



The Main Screen is screen from which a model run is created and controlled. It has three major parts: Menu, Toolbar, and Workspace (see the appropriate section, which follow immediately after in this Users' Guide). After completing data entry for a particular model run, the PEI Model will always return to the Main Screen for further action. Depending upon your selection for analysis (see 2.0 Running PEIM), the Main Screen provides for up to four areas of analysis, as noted in the pictures in the screen depicted above: (1) Main Street programs, (2) Historic Rehabilitation, (3) Heritage Tourism, and (4) Historic Sites, Organizations, and Museums.

3.1.

Toolbar & Menus

The Toolbar and Menu are used to create, save, open, delete, import and export models, as well as to create and print reports.

The diagram below shows the hierarchy of the Menu:

Action

- ⇒ New Create a new model run.
- ⇒ Open Open an existing model run.
- ⇒ Save Save current model run.
- ⇒ Import Import model run(s).
- ⇒ Export Export model run(s).
- ⇒ Dele~~t~~e Delete an existing model run(s).
- ⇒ Reports Produce reports based on the current model run.
- ⇒ Exit Exit PEIM.

Single Region

- ⇒ Select Region Select a new region (state)

Hierarchical

- ⇒ Select Region Select a new region (state) and the rest of the United States

Help

- ⇒ About Information about the application and a list of important contacts.

The toolbar gives you fast and easy access to most of the features offered by PEIM.



- Creates a new model run.



- Open an existing model run.



- Save current model run.



- Produce reports based on the current model run.



- Exit PEIM.

3.2

Creating a New Model Run



There are two ways to create a new model run. One is to click on the **New** button on the Tool Bar. The other way is to select **N**ew from the **A**ction menu.

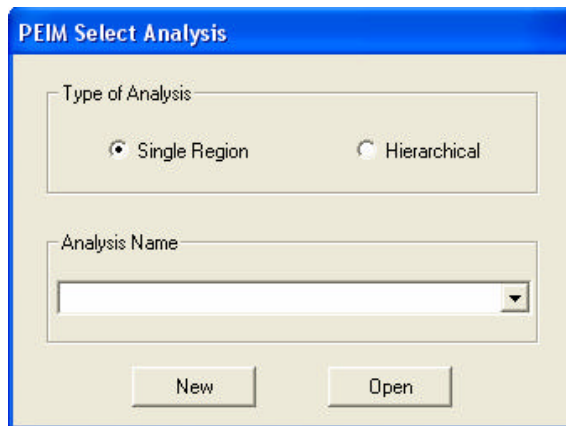
When prompted to save the model run, click on the appropriate button.

Click **Y**es to save a current model run, and to create a new model run.

Click **N**o to create a new model run without saving the current model run.

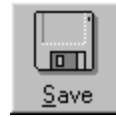
Click **C**ancel to cancel the action.

Unless you select **C**ancel, the following initial dialogue screen will eventually appear:

A dialog box titled "PEIM Select Analysis" with a blue header. It contains two sections. The first section, "Type of Analysis", has two radio buttons: "Single Region" (selected) and "Hierarchical". The second section, "Analysis Name", has a text input field with a dropdown arrow on the right. At the bottom are two buttons: "New" and "Open".

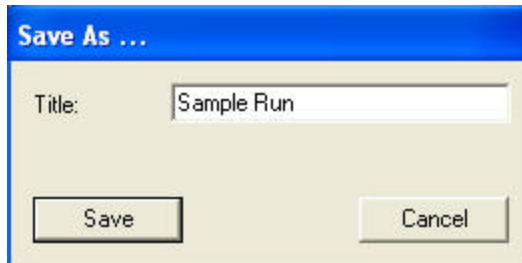
Respond as appropriate and as suggested in “**2.0. Running PEIM**” on page 7 of this *Users’ Guide*.

3.3. *Saving a Current Model Run*



There are two ways to save a current model run. One way is to click **Save** on the toolbar. The other way is to select **S**ave from the **A**ction menu.

The following dialog will appear prompting you for a title of your choosing for the current model run. Use a descriptive title but one no longer than 32 characters. In the example below, a model run has been given the name of “Sample Run”




Enter a title, and click **S**ave to save the model. Or click **C**ancel to cancel the action.

! **Note:** If a model run with the same name already exists, you will be given the option to either overwrite that existing run or to enter an alternative new name for the current run.

3.4 *Opening an Existing Model Run*



There are two ways open an existing model run. One is to click  on the toolbar, the other way is to select **O**pen from the **A**ction menu. In either case, a model run must have been saved to your computer at a prior time.

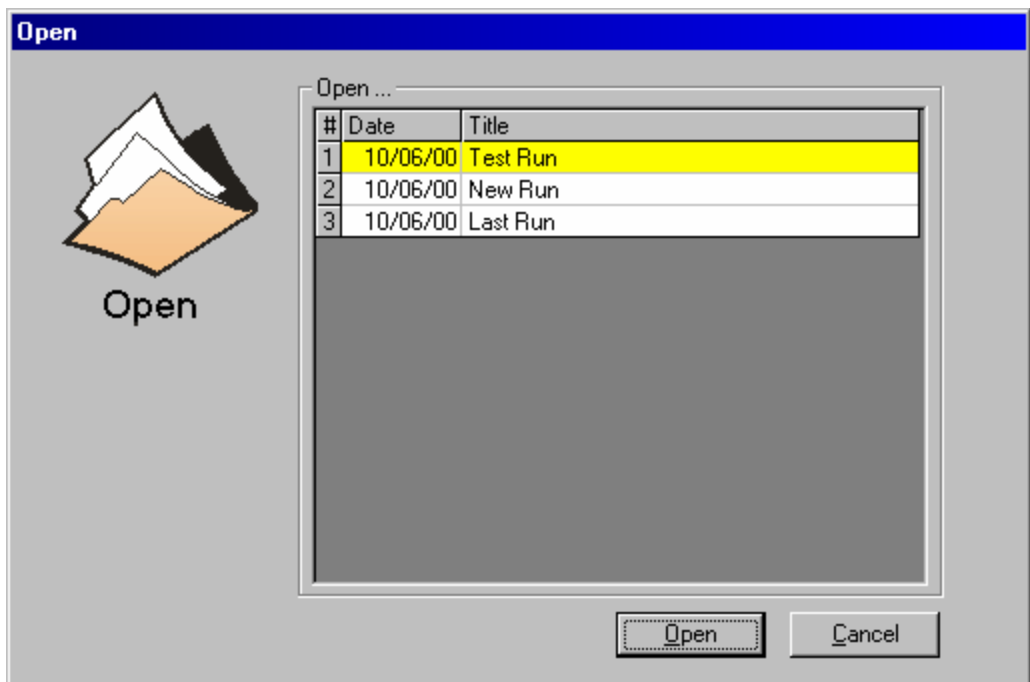
When prompted to save the model run, click on the appropriate button.

Click **Y**es to save a current model run and open an existing model run.

Click **N**o to open an existing model run without saving the current model run.

Click **C**ancel to cancel the action.

If you have selected to continue, with or without saving current model run, a dialog similar to that below will appear if a model was saved at an earlier time. In the example below, note that three model runs existed, one named “Test Run” saved on October 10, 2000, another named “New Run” which was saved on October 10, 2000, and the third one named “Last Run” which was also saved on October 10, 2000. Below, that named “Test Run” has been selected for opening.



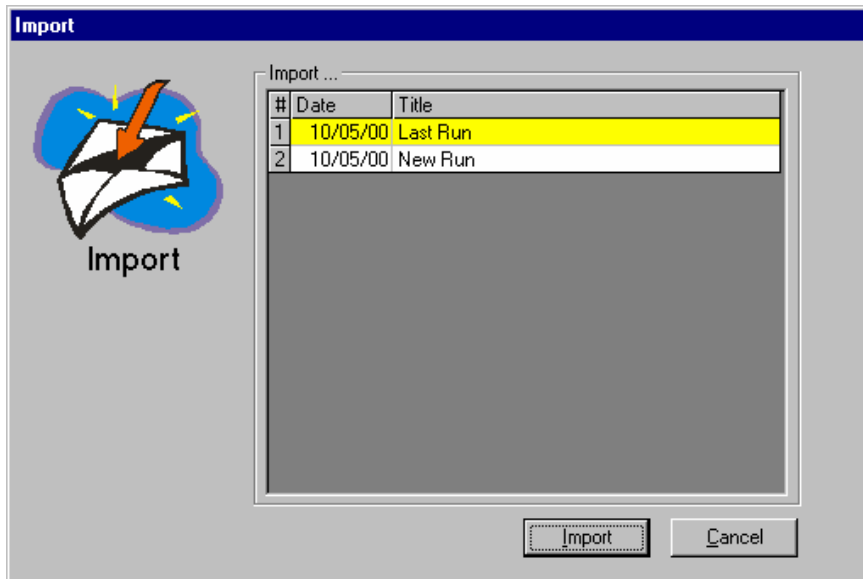
Select a model run to open, and click **O**pen. To cancel the action, click **C**ancel.

3.5

Importing a Model Run

Pre-existing model runs can be transferred from one computer to another, or loaded into the program from an external file. In order to do so, select **I**mport from the **A**ction menu.

You will see a dialog prompting you to select an Access database file. You may navigate through your folders until you find the desired file. Then, you may double click on the file to open it. Once it is done, the following dialog will appear.



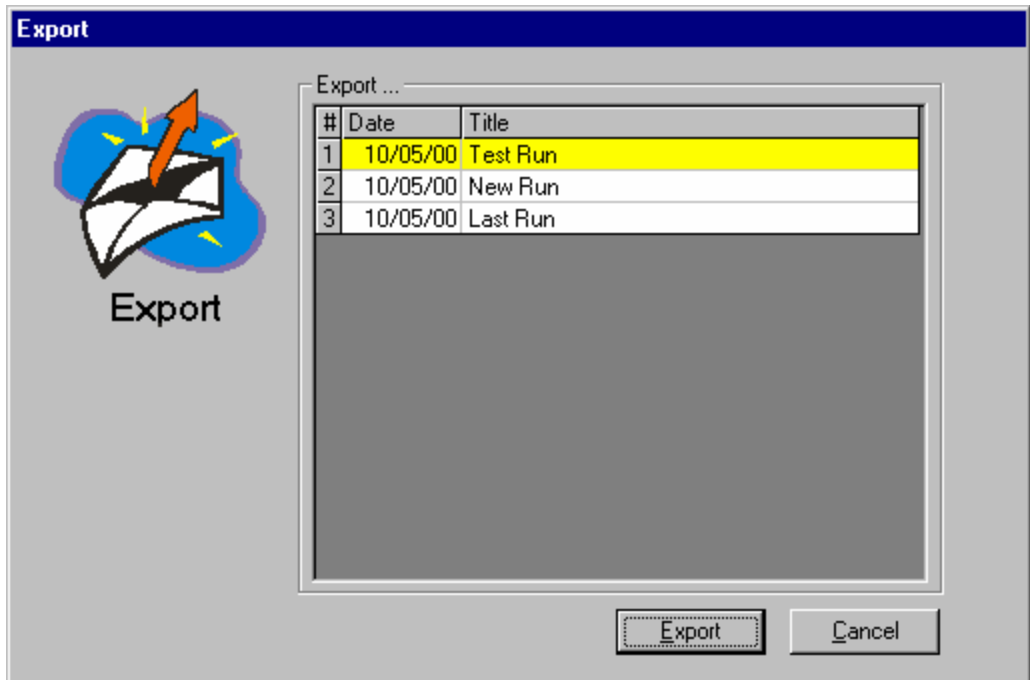
Select a model run to import, and click **I**mport. To cancel the action, click **C**ancel.

3.6

Exporting a Model Run

Similarly, pre-existing model runs can be transferred from one computer to another, or they can be backed-up to an external database file. To export a model run to a file select **E**xport from the **A**ction menu.

The following dialog will appear.



Select and highlight the model run that you wish to export, and click **E**xport. To cancel the action, click **C**ancel.

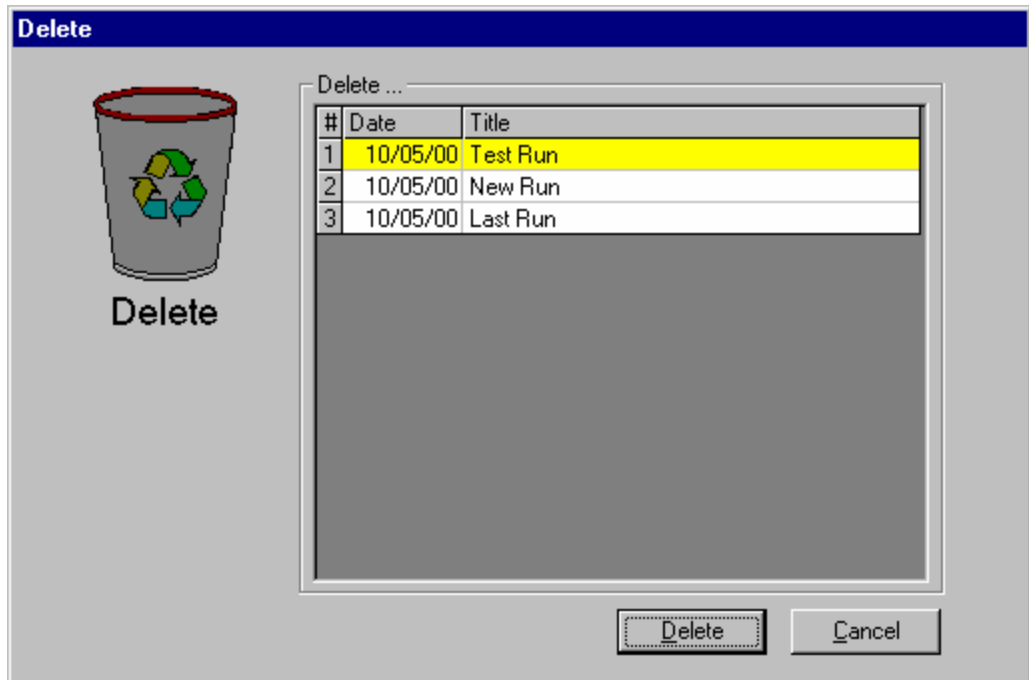
In the next dialog enter the name of the file and the location, where you want the file to be stored, then press **S**ave.

3.7

Deleting a Model Run

If a model run is erroneous or is one that you no longer wish to have taking up space on your computer, you may wish to delete it. Deleting an existing model run is performed by selecting **Delete** from the **Action** menu.

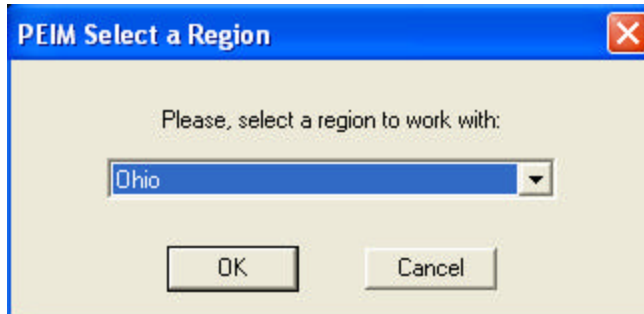
The following dialog will appear.



Select a model run to delete, and click **Delete**. To cancel the action, click **Cancel**.

4.0 *Selecting a New Region for Analysis*

To analyze the initial effects for a different region (state), or to switch between a Hierarchical and a Single Region run you need to select “**Select Region**” out of the “**Single Region**” or “**Hierarchical**” menu on the menu bar. The following dialog will appear:

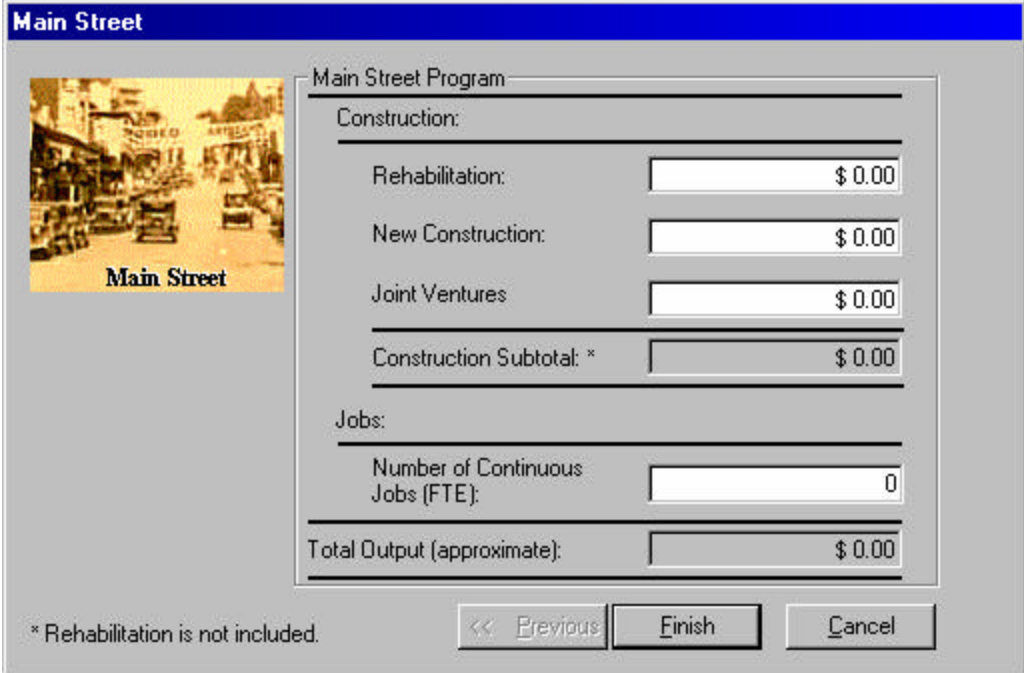


Select the name of the region (state) you wish to work with from the drop down menu and then click on **OK**.

! **Note:** When selecting a new region, any “current” run data for Main Street, Rehabilitation, Tourism and Museums stays intact. If you wish to create a new analysis from scratch select the **New** button from the toolbar or select **New** from the **Actions** menu (See Section 3.2 for greater detail).

5.0 *Entering Data for a Main Street Program*

To create a model run for a Main Street program, click on the **Main Street** picture on Main Screen. The following workspace will appear:



The screenshot shows a software window titled "Main Street" with a blue header bar. On the left is a small image of a street scene with the text "Main Street" below it. The main area is titled "Main Street Program" and contains two sections: "Construction:" and "Jobs:". The "Construction:" section has four rows: "Rehabilitation:" with a text box containing "\$ 0.00", "New Construction:" with a text box containing "\$ 0.00", "Joint Ventures" with a text box containing "\$ 0.00", and "Construction Subtotal: *" with a text box containing "\$ 0.00". The "Jobs:" section has one row: "Number of Continuous Jobs (FTE):" with a text box containing "0". At the bottom, there is a row for "Total Output (approximate):" with a text box containing "\$ 0.00". Below the input fields, there is a note: "* Rehabilitation is not included." and three buttons: "<< Previous", "Finish", and "Cancel".

Main Street Program	
Construction:	
Rehabilitation:	\$ 0.00
New Construction:	\$ 0.00
Joint Ventures	\$ 0.00
Construction Subtotal: *	\$ 0.00
Jobs:	
Number of Continuous Jobs (FTE):	0
Total Output (approximate):	\$ 0.00

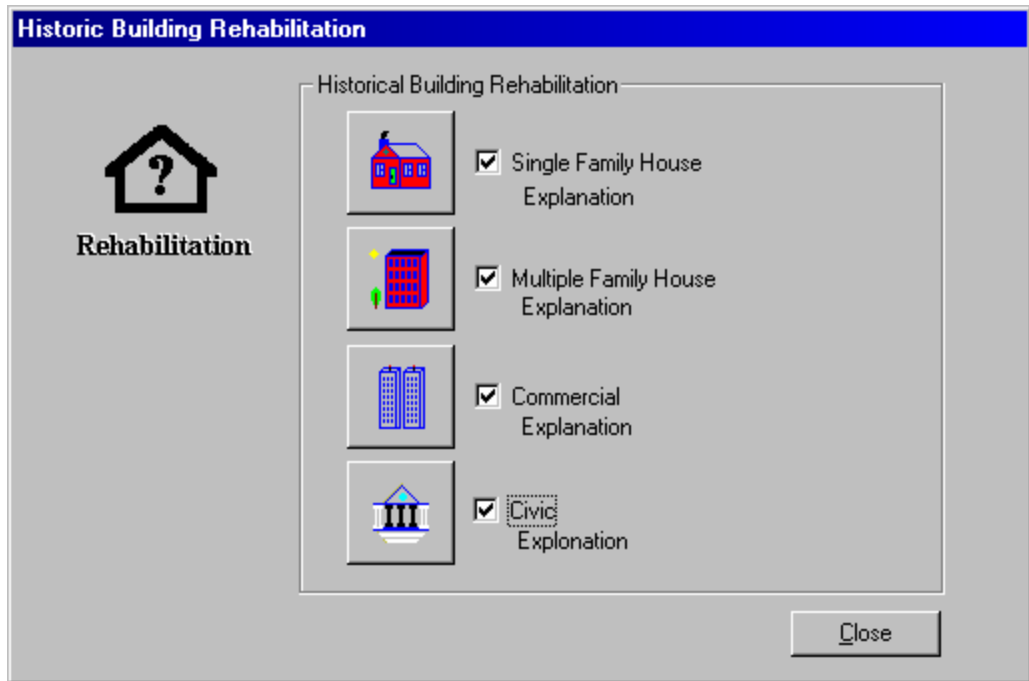
* Rehabilitation is not included.

<< Previous Finish Cancel

Simply fill in the appropriate numbers from

6.0. *Entering Data on Historic Rehabilitation*

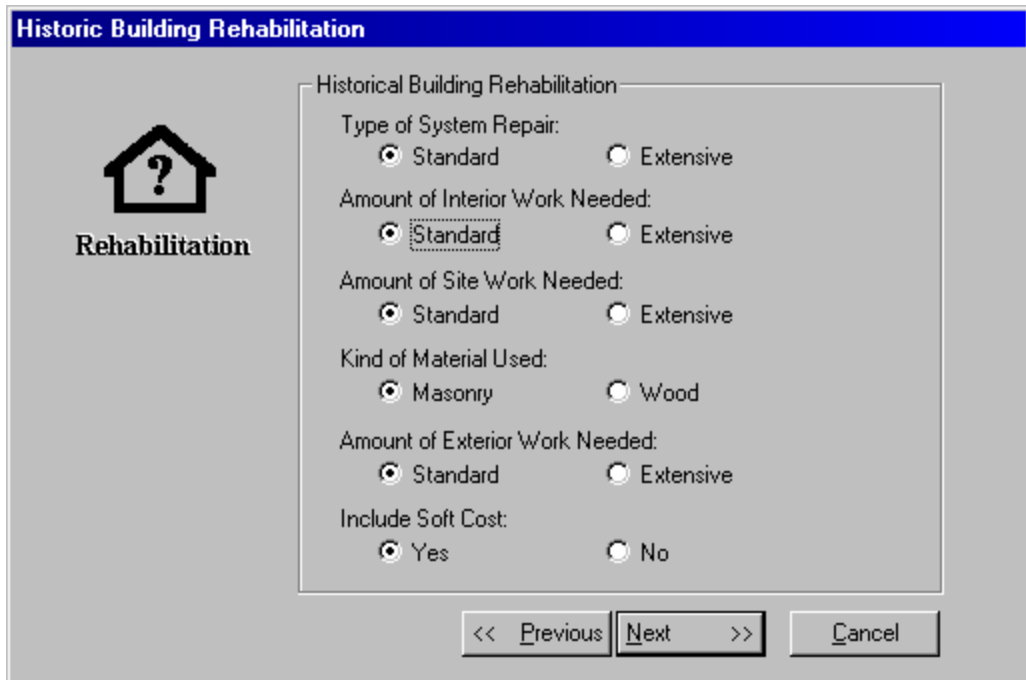
When you click on Historic Preservation picture to enter Historic Rehabilitation data, the following dialog appears:




Select one or more types of rehabilitation for which you want an evaluation. (In the above dialogue, we have selected all four possibilities.) The icons will change from tones of gray to color as you select them.

6.0. *Entering Data on Historic Rehab (Continued)*

For each selection made on screen discussed on the previous page, the following dialogue will appear:



Historic Building Rehabilitation


Rehabilitation

Historical Building Rehabilitation:

Type of System Repair:
☒ Standard ☐ Extensive

Amount of Interior Work Needed:
☒ Standard ☐ Extensive

Amount of Site Work Needed:
☒ Standard ☐ Extensive

Kind of Material Used:
☒ Masonry ☐ Wood

Amount of Exterior Work Needed:
☒ Standard ☐ Extensive

Include Soft Cost:
☒ Yes ☐ No

<< Previous **Next** >> Cancel

Click on the appropriate buttons to identify the type and intensity of the rehabilitation that has been or will be undertaken. Also indicate whether or not soft costs (architectural, engineering, and legal fees) are included in the dollar amount of rehabilitation effort that you are evaluating.

When you have finished entering the data, click on **Next** to save data and move on to the next screen, or click on **Cancel** to void the changes made.

6.0. Entering Data on Historic Rehab (Continued)

After clicking on the **Next** button on the prior screen, the following dialogue appears but with zeros in all of the data fields. To obtain the default values based on the type and intensity of the rehabilitation you selected on the previous dialogue, as well as whether or not you selected soft costs (as illustrated below), click on **Get Default Values**. Otherwise, simply enter your pre-prepared percentages for each of the sixteen to eighteen Construction Standards Institute (CSI) categories:

Historical Building Rehabilitation	
0 Architecture and Engineering	10.43 %
1 General Requirements	8.52 %
2 Site Work	10.87 %
3 Concrete	2.03 %
4 Masonry	8.68 %
5 Metals	0.55 %
6 Wood and Plastic	15.81 %
7 Thermal and Moisture Protection	4.36 %
8 Doors and Windows	10.70 %
9 Finishes	14.56 %
10 Specialties	0.21 %
11 Equipment	2.26 %
12 Furnishings	0.00 %
13 Special Construction	0.00 %
14 Conveying Systems	0.00 %
15 Mechanical	6.06 %
16 Electrical	2.32 %
17 Attorney/Other	2.61 %
Total Amount: \$ 0.00	

Get Default Values << Previous Next >> Cancel

! **Note:** When the cursor is in a particular data-entry field, the “\$0.00” in the above screen will appear as “0”. Also, the PEI Model will assure that you have entered percentages for each of the Construction Standards Institute categories. If you have not it will let you know.

Enter the total value of the rehabilitation effort in the field labeled **Total Amount**.

When you have finished entering a data click on **Next** to save a data, or click on **Cancel** to void the changes made.

6.0. Entering Data on Historic Rehab (Continued)

The following dialogue on the split between labor and material spending is provided for further refinement of CSI-level spending on the rehabilitation effort. Again, when the dialogue first appears it contains only zeros. To obtain known national industry averages, click on **Get Default Values**. Otherwise, enter values that prevail(ed) for the rehabilitation effort that is being evaluated. Alternatively, you can obtain the defaults and make adjustments to them as you see fit as well.

Historic Building Rehabilitation


Labor **Materials**

Historical Building Rehabilitation

Category	% Labor	Category	% Labor
2 Site Work	60.00 %	10 Specialties	30.00 %
3 Concrete	60.00 %	11 Equipment	15.00 %
4 Masonry	60.00 %	12 Furnishings	15.00 %
5 Metals	40.00 %	13 Special Construction	15.00 %
6 Wood and Plastic	35.00 %	14 Conveying Systems	15.00 %
7 Thermal and Moisture Protection	45.00 %	15 Mechanical	60.00 %
8 Doors and Windows	35.00 %	16 Electrical	60.00 %
9 Finishes	35.00 %		

 << Previous Finish Cancel

! **Note:** When the cursor is in a particular data-entry field, the “\$0.00” in the above screen will appear as “0”.

When you have finished entering the data, click on **Finish** to save data and move on to the next screen, or click on **Cancel** to void the changes made.

7.0. *Entering Data on Heritage Tourism*

In order to enter data on Heritage Tourism, click on the **Heritage Tourism** picture on the Main Screen (see page 9). The following workspace will be shown. Again, upon entering this workspace, zeros will replace the numbers shown below.

Heritage Tourism	
<input checked="" type="checkbox"/> Day Trips	
Person-Days	\$/Person-Day
0	\$ 62.45
<input checked="" type="checkbox"/> Night Stays	
	Percent \$/Person-Night
Camping	4.00 % \$ 44.44
Commercial Lodging	58.00 % \$ 83.57
Friends/Family	38.00 % \$ 53.44
Total Person Nights	
0	
<input type="button" value="Get Default Values"/> <input type="button" value="Finish"/> <input type="button" value="Cancel"/>	

You have three options on this workspace: to select **Day Trips**, to select **Night Stays**, or both. In either case, if you want to obtain the default values for tourism spending in **\$/Person-Day** simply click on **Get Default Values**. In the case of **Night Stays**, clicking on **Get Default Values** will also provide you with a typical break out for the percentage of heritage tourism by type of lodging.

If you select **Day Trips**, in addition to entering the number of **Person-Days** of daytrip heritage tourism you have the option of entering (or modifying) the tourism spending per person-day.

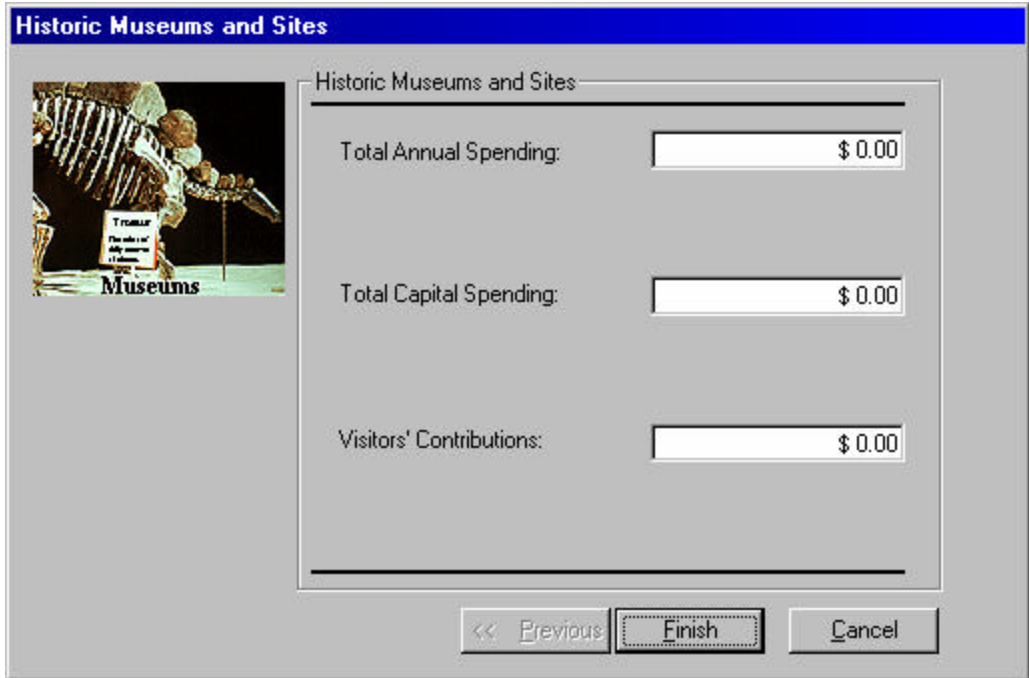
If you select **Night Stays**, in addition to entering the number of **Person-Nights** of overnight heritage tourism you have the option of entering (or modifying) the tourism spending per person-night by lodging type and of modifying the break out of the **Person Nights** by type of lodging.

! Note: The difference between the cost by lodging type makes it imperative to set these proportions correctly.

Click on **Finish** to continue or **Cancel** to void the changes made.

7.0. *Entering Data on Historic Museums and Sites*

In order to enter data on Historic Museums and Sites, click on the **Historic Sites, Organizations, and Museums** picture on the Main Screen (see page 9). The following workspace will be shown.



The screenshot shows a software dialog box titled "Historic Museums and Sites" with a blue header bar. On the left side, there is a small image of a mammoth skeleton with a sign that reads "Tribute to the early and early modern humans" and the word "Museums" below it. The main area of the dialog box contains three data entry fields, each with a label and a text box showing "\$ 0.00":

- Total Annual Spending: [Text box with "\$ 0.00"]
- Total Capital Spending: [Text box with "\$ 0.00"]
- Visitors' Contributions: [Text box with "\$ 0.00"]

At the bottom of the dialog box, there are three buttons: "<< Previous", "Finish" (which is highlighted with a dashed border), and "Cancel".

Upon entering this dialogue, you are presented with three fields in which to enter data: Total Annual Spending, Total Capital Spending, and Visitors' Contributions.

Visitors' Contributions include any revenues that are received due to tourism and include entry fees/donations, gift-shop sales, vending machine sales, and the like. Capital Spending refers explicitly to any spending for the rehabilitation/maintenance of related structures. Fill in the annual dollar figure amounts for each for the organization(s)/site(s) that you are evaluating.

! **Note:** When the cursor is in a particular data-entry field, the "\$0.00" in the above screen will appear as "0".

Click **Finish** to proceed to the next step.

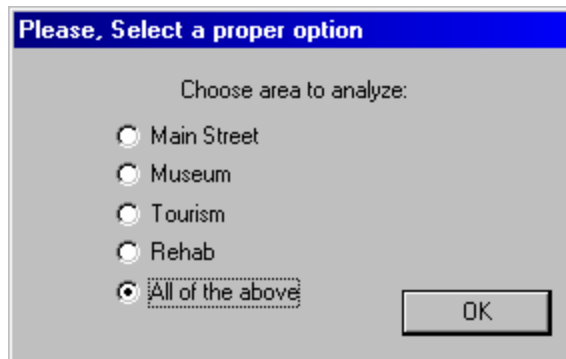
Click **Cancel** to cancel the changes made.

9.0.

Producing a Report

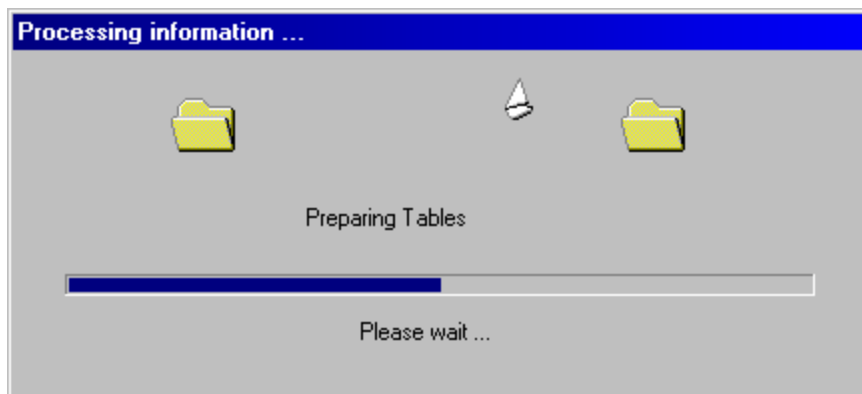


There are two ways to create a new model. One is to click on the button labeled **Reports**, which is on the Toolbar, the other way is to select **Reports** from the **Action** menu. The following dialogue will appear when you select one of these alternatives.



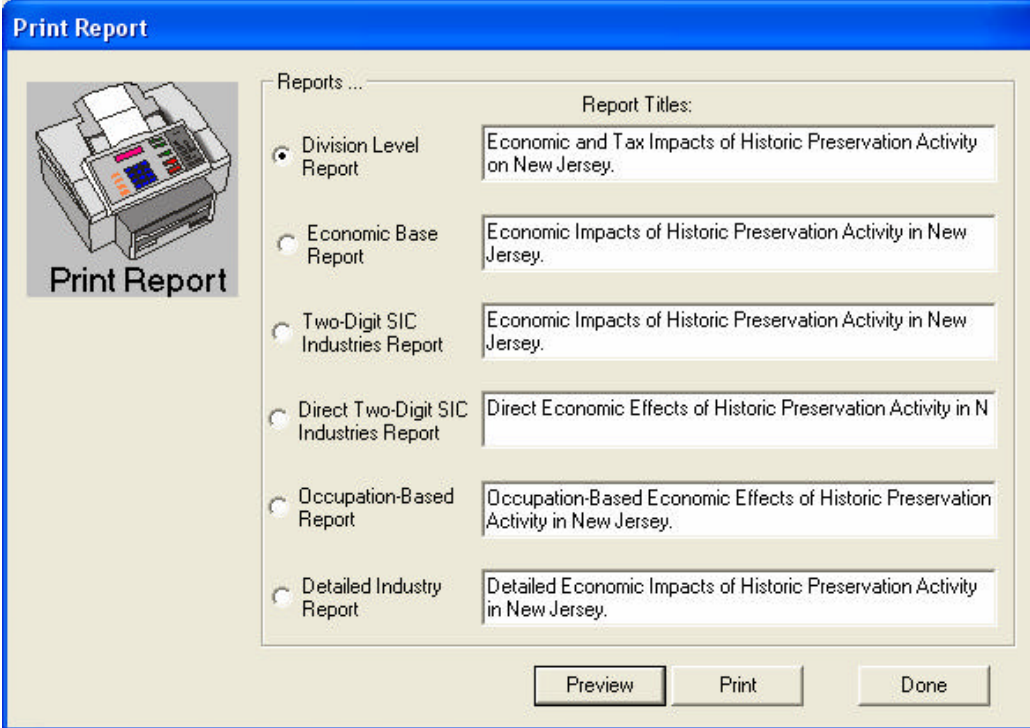
This dialogue gives you the option of obtaining results for each option you chose when creating the run (see pages 7 and 11). (In the above example, it is clear that the analyst selected all possible run options. Not all option will be made available to you if you did not select all four possibilities at the outset.)

After selecting and clicking **OK**, you may have to wait up to 3 minutes as the calculations are completed. The precise amount of time it will take will depend, again, on the particular hardware and system software that you have on your computer. The following dialogue will be on the screen during the processing procedure, with the blue line becoming longer as the processing is completed.



9.0. *Producing a Report (continued)*

When calculations are finished. The following dialog will appear:



The dialog box is titled "Print Report" in a blue header bar. On the left side, there is an icon of a printer with the text "Print Report" below it. The main area is divided into two columns. The left column is headed "Reports ..." and contains six radio button options. The right column is headed "Report Titles:" and contains six text boxes, each corresponding to a report type. At the bottom right, there are three buttons: "Preview", "Print", and "Done".

Reports ...	Report Titles:
<input checked="" type="radio"/> Division Level Report	Economic and Tax Impacts of Historic Preservation Activity on New Jersey.
<input type="radio"/> Economic Base Report	Economic Impacts of Historic Preservation Activity in New Jersey.
<input type="radio"/> Two-Digit SIC Industries Report	Economic Impacts of Historic Preservation Activity in New Jersey.
<input type="radio"/> Direct Two-Digit SIC Industries Report	Direct Economic Effects of Historic Preservation Activity in N
<input type="radio"/> Occupation-Based Report	Occupation-Based Economic Effects of Historic Preservation Activity in New Jersey.
<input type="radio"/> Detailed Industry Report	Detailed Economic Impacts of Historic Preservation Activity in New Jersey.

Buttons: Preview, Print, Done

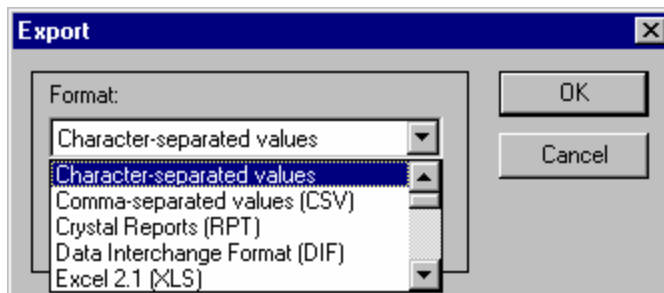
To preview or print a report, select a desired type of report, then type an appropriate report title in the respective Report Titles box and click **Print** or **Preview** (whichever is needed). **Preview** presents the results on screen. **Print** lets you print the report on paper and share the results with others. When you are finished viewing, saving, or printing one report, you can immediately select another to work with. Closing the report dialog will return you to the Main Form.

9.1. *Saving a Report as a File*

If you would like to save the report as a file, click on icon [it looks like a blue envelope with a red arrow pointing into its interior (see below)] that lies on the task bar of the report type that you wish to save.

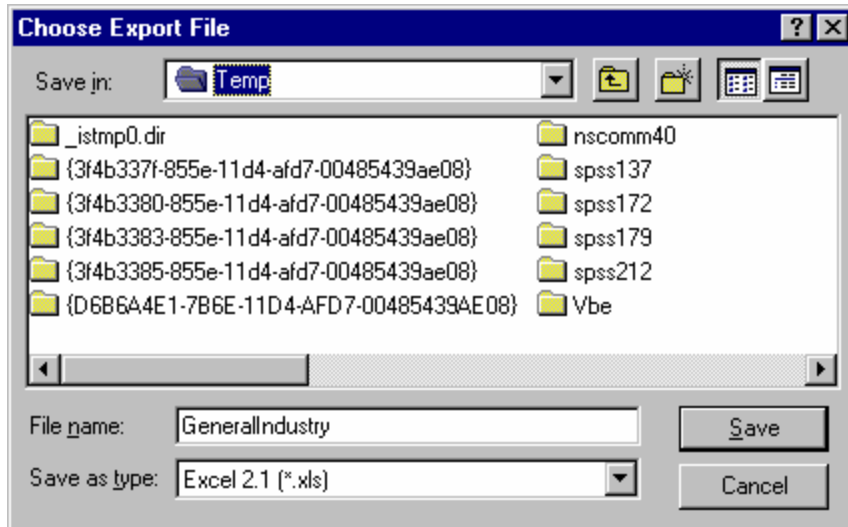
Title	Employment (jobs)	Economic Component	
		Income (000\$)	Gross State Product (000\$)
I. TOTAL EFFECTS (Direct and Indirect/Induced)*			
Private			
1. Agriculture	0	0.0	0.0
2. Agri. Serv., Forestry, & Fish.	0	0.0	0.0
3. Mining	0	0.0	0.0
4. Construction	0	0.0	0.0
5. Manufacturing	0	0.0	0.0
6. Transport. & Public Utilities	0	0.0	0.0
7. Wholesale	0	0.0	0.0
8. Retail Trade	0	0.0	0.0
9. Finance, Ins., & Real Estate	0	0.0	0.0
10. Services	0	0.0	0.0
Private Subtotal	0	0.0	0.0
Public			
11. Government	0	0.0	0.0
Total Effects (Private and Public)	0	0.0	0.0
II. DISTRIBUTION OF EFFECTS/MULTIPLIER			
1. Direct Effects	0	0.0	0.0
2. Indirect and Induced Effects	0	0.0	0.0
3. Total Effects	0	0.0	0.0
4. Multipliers (3/1)	0.000	0.000	0.000
III. COMPOSITION OF GROSS STATE PRODUCT			
1. Wages--Net of Taxes			0.0
2. Taxes			
a. Local/State			0.0
b. Federal			
General			0.0

The following dialogue will appear, which not only prompts you for a format (list of file types are listed below) but also the nature of your desired destination (application, disk file, exchange folder, Lotus notes database, Microsoft mail) for the file.



8.1. *Saving a Report as a File (continued)*

Once this last dialogue has been registered, the following appears prompting you for the precise location on your disk (folder) in which you would like to save the file as well as for a name with which you would like to designate the file. Below we have opted to save the file with the name “Generalindustry” in a folder named “Temp”.



Technical Support

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Notes